

**DELAWARE TOWNSHIP BOARD OF SUPERVISORS**  
**Workshop & Regular Meeting**  
*April 26, 2017*  
**MINUTES**

**WORKSHOP**

**Call to Order** was made at 5:28 p.m.

**Pledge of Allegiance**

**Roll Call: In attendance:** John Henderson, Ron Hough, Jeffrey Scheetz, Thomas Farley, Township Solicitor, and Krista Predmore.

**Motion** to suspend the workshop and open executive session regarding potential litigation was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. **Motion** carries.

**\*\*EXECUTIVE SESSION\*\***

**Motion** to adjourn executive session was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. **Motion** carries.

**Motion** to reopen the workshop was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. **Motion** carries

The following items were discussed:

- Auditor letter of interest
- Emergency Management Internship
- Jazz Festival at Akenac Park
- Conservation Fund – Acquisition of 315 acres
- Akenac Park Rec Hall Rental Agreement
- Credit Card, Purchase Policy and Employee Handbook changes

**Motion** to adjourn the workshop was made by Mr. Hough with a second by Mr. Henderson. Voting: All in favor. **Motion** carries.

**REGULAR MEETING**

**Call to Order** was made at 6:35 p.m.

**Pledge of Allegiance**

**Roll Call: In attendance:** John Henderson, Ron Hough, Jeffrey Scheetz, Thomas Farley, Township Solicitor, and Krista Predmore.

Welcome Boy Scout Troop #174

**Public Comment on Agenda-** none.

1. **Motion** to accept the Minutes from the Board of Supervisors meeting dated April 12, 2017 was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

#### Treasurer's Reports

2. **Motion to accept Treasurer's Report dated April 26, 2017** was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
3. **Motion to pay General Fund bills in the amount of \$19,298.36** was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
4. **Motion to pay Recreation Fund Bills in the amount of \$3,778.99** was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

#### OLD BUSINESS:

5. **Motion** to adopt credit card policy as recommended by the Township CPA was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
6. **Motion** to adopt purchase policy as recommended by the Township CPA was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
7. **Motion** to adopt updated Delaware Township Employee Manual was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
8. **Motion** to execute Conservation Fund letter of support was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

#### NEW BUSINESS

9. **Motion** to hire Robert Riccio as seasonal part-time gatekeepers at Akenac park at a rate of \$8.00 per hour pending the results of required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

- 10. Motion** to hire Kristin Jones as seasonal part-time gatekeepers at Akenac park at a rate of \$8.00 per hour pending the results of required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Hough, Henderson, Scheetz. Nay: None. **Motion** carries.
- 11. Motion** to hire Kelsie Moffa as seasonal part-time gatekeeper at Akenac Park at a rate of \$8.00 per hour pending the results of required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Hough, Henderson, Scheetz. Nay: None. **Motion** carries.
- 12. Motion** to hire Andrew Kidd as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 13. Motion** to hire Jessica Keveson as seasonal part-time head lifeguard at Akenac Park at a rate of \$10.50 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 14. Motion** to hire Nicholas Riccio as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 15. Motion** to hire Alexandra Devilliers as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 16. Motion** to hire Paula Munera as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 17. Motion** to hire Meagan Buckle as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 18. Motion** to hire Thomas Berry as seasonal part-time lifeguard at Akenac Park at a rate of \$10.00 per hour pending the results of all required background checks was made by Mr. Hough with a



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second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**19. Motion** to approve the following lot improvement as recommended by the Planning Commission at their April 18, 2017 meeting:

a. Cahill – Birchwood Lakes 9-67-35C

was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**20. Motion** to approve the following lot improvement as recommended by the Planning Commission at their April 18, 2017 meeting:

a. Kolenovic – Wild Acres 8-80.3-4A

was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**21. Motion** to advertise a public hearing on the Crowell 3 lot subdivision as per the recommendation of the Planning Commission as per the memo dated April 20, 2017 for Wednesday, May 24, 2017 at 6:45 p.m. was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**22. Motion** to approve electrical work to include new 200 amp service and main breaker services panel and guide wires to pole for Akenac Park bathhouse by Hoffmann Electric in the amount of \$3500 was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: None. Nay: Henderson, Hough, Scheetz. **Motion** denied.

**23. Motion** to approve donating two port-a-johns to the Dingmans Ferry Lions' Club for their annual fishing contest on April 29, 2017 from AllState in the amount of \$280 was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**24. Motion** to approve the Delaware Township Fire Police attendance and traffic control at Dingman Delaware Little League's Opening Ceremony and Parade on Friday, April 28, 2017 from 6pm – 8pm was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

- 25. Motion** to approve the Delaware Township Fire Police attendance and traffic control at the Dingmans Ferry Lions Club Fishing Contest at Egli's Pond on Route 739 on Saturday, April 29, 2017 from noon to 3pm was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 26. Motion** to approve Akenac Park use request by Boy Scout Troop #1005 on June 3, 2017 from 10am to 3pm for an eagle scout ceremony was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 27. Motion** to approve Akenac Park use request by J. D'Angelo on June 4, 2017 from 12pm to 4pm for a birthday party was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 28. Motion** to approve Akenac Park use request by PEEC on Wednesdays beginning July 5, 2017 from 1pm to 3pm for summer camp was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 29. Motion** to approve Township Hall use request by J. Kroener on Sunday, July 16, 2017 from 9am to 6pm for a baby shower was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 30. Motion** to approve Akenac Park use request by TriVersity on Sunday, July 16, 2017 from 12pm to 5pm for their annual family picnic was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 31. ADDED Motion** to authorize the Township Attorney to file a complaint with the District Court on property located at 116 Adrienne Court was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 32. ADDED Motion** to appoint Rick Koehler as Township Auditor to fill the remaining term of Cody Smith was made by Mr. Hough with a second by Mr. Henderson. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.
- 33. ADDED Motion** to advertise for an Emergency Management Summer Intern was made by Mr. Henderson with a second by Mr. Hough. Voting: Aye: Henderson, Hough, Scheetz. Nay: None. **Motion** carries.

**EVENT ANNOUNCEMENTS:**



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Dingmans Ferry Lions Club Annual Fishing Contest – Sat. April 29, 2017 noon to 3pm at Egli's Pond on Route 739; Rain date of Sun. 4/30.

### **PUBLIC COMMENT**

Public comment consisted of, but was not limited to the following: Mr. Beodeker discussed the Emergency Management courses being offered by the Township; Mrs. Bukaj confirmed date for the Crowell public hearing and discussed parking at Akenac Park; the boy scouts, Scout Master, Ms. Hines, Mr. Beodeker, and Ms. Neufeld also provided comment and suggestions on the parking at Akenac Park.

**Motion** to adjourn the meeting was made by Mr. Henderson with a second by Mr. Hough. Voting: All in Favor. **Motion** carries.

Respectfully submitted,

Krista Predmore  
Township Administrator/Assistant Treasurer